**Wheels to Woods APPLICATION**

A yellow school bus

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Applications are accepted at any time and reviewed in about a week

*Applicants must answer ALL questions*

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| **Date of Application** | | | | | | | **Date of Field Trip** | | | | |
| **School Name** | | | | | **Complete School Mailing Address** *(Street, City, State, Zip Code,* ***County****)* | | | | | | |
| **Teacher Name** | | | | | **Teacher Email** | | | | | **Teacher Cell Phone** | |
| **Number of Students** | **Grade of Students** | | | | | **Number of Teachers** | | **Number of Chaperones** | | | **Number of Buses** |
| **Requested Amount** | | **Amount per Student** *(requested / students)* | | | | | | | **Additional Costs** *(food, fees, etc.)* | | |
| **Location of Field Trip** *(Please list the name of the forest, owner of the forest, and its location)*  **How far away is the location from the school?** \_\_\_\_\_\_\_\_\_ miles  **How many hours will be spent at the trip location?** \_\_\_\_\_\_\_\_\_ hours  **Is the trip visiting a forest products company?**   Yes  No  **Does your school or another school own the forest you are visiting?**  Yes  No | | | | | | | | | | | |
| **Will a natural resource professional participate?**  *(ex: forester, biologist, park interpreter, etc.)*  Yes  No | | | **If yes**, please provide the natural resources professional’s  **Name(s)**:  **Email(s)**:  **Are they trained in Project Learning Tree (PLT)?**  Yes  No  Unsure | | | | | | | | |
| **Do you plan on using and/or are you trained in any outdoor education curriculum?**  *(ex: Project Learning Tree, Project Wet, Project WILD, MEECS)*  Yes  No | | | | **If yes,** please list the curriculum you are using and/or are trained in**:**  **What specific lesson(s) will be used on the field trip?** | | | | | | | |
| **Explain the purpose of the field trip:** *(Why are you taking the students here?)* | | | | | | | | | | | |
| **What will students learn about forest ecology?** | | | | | | | | | | | |
| **What will students learn about actively managing forests?** | | | | | | | | | | | |
| **What will students learn about forest products (pencils, paper, desks, baseball bats, buildings, etc.)?** | | | | | | | | | | | |
| **What will students learn about forests providing clean drinking water?** | | | | | | | | | | | |
| **What will students learn about forests providing beautiful places for recreation?** | | | | | | | | | | | |
| **What will students learn about forests providing wildlife habitat for insects, birds, mammals, fish, and other forms of life?** | | | | | | | | | | | |

**Thank you for completing the Wheels to Woods Application!**

Please email this application ***(word document or pdf)*** to:

[admin@wheelstowoods.org](mailto:admin@wheelstowoods.org).

**What’s Next?**

* You will be notified within about a week if your trip has been accepted to receive a reimbursement.
* If the trip has been accepted, you will be required to submit both a post-trip ***Report Form*** (found on website and emailed to you) and a post-trip***Invoice***.
* Great photos help us obtain funding for Wheels to Woods. Please share photos after your trip if you are able!
* After, a reimbursement check will be mailed to the address requested on the Report Form

*Questions? Email the current Huron Pines AmeriCorps W2W administer at* [*admin@wheelstowoods.org*](mailto:admin@wheelstowoods.org)

*or program lead Mike Smalligan at* [*smalliganm@michigan.gov*](mailto:smalliganm@michigan.gov)

*Wheels to Woods is a partnership of the Department of Natural Resources, Huron Pines AmeriCorps, the Michigan Tree Farm Committee, and the Michigan Forest Products Council.*

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